

STATE OF CONNECTICUT

DEPARTMENT OF PUBLIC HEALTH

Jewel Mullen, M.D., M.P.H., M.P.A.
Commissioner



Dannel P. Malloy
Governor
Nancy Wyman
Lt. Governor

April 10, 2015

Dear School Nurse Supervisor/ Director of Student Health Services:

Connecticut General Statutes (CGS§ 10-206) require that schools annually report to the Connecticut Department of Public Health (DPH) information on students with asthma. **The reporting period for the 2014-2015 school year has begun and will end on October 30, 2015.**

The *Asthma Reporting Form 2014-2015* can be printed as a hardcopy and filled in by hand, or completed electronically and saved as a portable document file (*.pdf). **Submit original versions of completed 2014-2015 Asthma Reporting Forms by e-mail or mail only.** Detailed instructions on how to complete the reporting form electronically and how to save electronic forms are available on our website.

The deadline for individual school nurses to return their school's *Asthma Reporting Form 2014-2015* to you is October 16, 2015. You should then complete the *District Asthma Reporting Summary Form* and return it, along with each of the individual school's *Asthma Reporting Forms*, to the DPH no later than **October 30, 2015**. If you would prefer that your staff directly submit forms by e-mail or mail to the DPH, we have the capacity to accommodate that arrangement. Please note that Nurse Supervisors/Directors of Health Services can submit the district's forms as soon as they are complete. We strongly encourage school districts to complete and submit their forms by the end of June 2015.

Reporting forms for the 2014-2015 school year can be downloaded from our website at <http://www.ct.gov/dph/asthma>. Click on Schools near the bottom of the page and then click on Asthma Reporting Forms. The forms referenced in this letter are enclosed for your review. If your schools do not have e-mail capacity or access to the Internet to download forms and Adobe Acrobat software, please contact the DPH Asthma Program to make other arrangements.

Thank you for your participation in this important, state-mandated effort. We greatly appreciate your support of the new data collection and submission process, and your reporting for the previous school year. We anticipate that data submission for the 2014-2015 school year will be even better. If you have any questions or concerns, please do not hesitate to email the DPH Asthma Program at dph.asthmaprogram@ct.gov or call Ava Nepaul at (860) 509-8239.

Sincerely,

Ava Nepaul

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